PAST PERFORMANCE EXPERIENCE/RELEVANCY MATRIX							
Function ⇒	Project Mgt	Exchange Svcs	Network Svcs	Web Svcs	Comm Svcs	Info Assurance	Help Desk Svcs
% of work ⇒	10	15	25	10	10	5	25
Team Member⇓ Prime Ktr							
Sub Ktr A							
Sub Ktr B							
Sub Ktr C							

-A matrix similar to above may HELP focus the PRAG on where to look in Past Performance Evaluations

-Develop a matrix for each "team" that submitted a proposal

> -List the prime contractor, subcontractors or other team members down the left

> -Put the key functions, including % of the overall effort to be performed along the top

>> -If a function is a small percent of total effort (say less than 10%) evaluate whether it is really so unique or so critical that it can't be combined with another function or omitted entirely

>>> -Consider the mission capability (MC) subfactors as POTENTIAL key functions, but don't limit it to the MC subfactors

>> *Remember, we don't need identical experience, only performance that is a reasonable indicator of what we can expect in the future

-Remember this process is NOT just a numerical roll-up or averaging process

PAST PERFORMANCE EXPERIENCE/RELEVANCY MATRIX							
Function ⇒	Project Mgt	Exchange Svcs	Network Svcs	Web Svcs	Comm Svcs	Info Assurance	Help Desk Svcs
% of work ⇒	10	15	25	10	10	5	25
Team Member↓							
Prime Ktr	WPP	PP	PP	WPP			PP
Sub Ktr A	PP	W	WPP		PP	PP	
Sub Ktr B	PP			PP		W	W
Sub Ktr C	PP		PP	PP	W	PP	WPP
Legend							
PP = Ktr has relevant past performance							
W = Ktr proposed to perform on project Think of "W" as a **W**arning: Understand the impact							
WPP = Ktr proposed to perform work and has relevant past performance							

-NEXT:

-Put a "W" in block to indicate which contractor/sub is proposed to do the work

-Use a "PP" to indicate where a contractor has any relevant past performance experience

-This quickly shows where you need to focus your evaluation:

  -If a contractor has past performance (PP) in an area, but is not performing that work for your acquisition you don't need to spend much time here

  -If a contractor is proposed to perform that effort (W) for your acquisition, but has no relevant experience, you will need to spend more time looking at this to ensure you understand the impact. Think of just a W in the block as a <u>W</u>arning!

-"WPP" will "appear" if a contractor is proposed to perform the work (W) and has relevant past performance (PP). You need to focus your attention in this area and your write-up/narrative should be fairly detailed. Think of WPP in the block as <u>W</u>rite <u>P</u>owerful <u>P</u>rose!

PAST PERFORMANCE EXPERIENCE/RELEVANCY MATRIX

Function ⇒	Project Mgt	Exchange Svcs	Network Svcs	Web Svcs	Comm Svcs	Info Assurance	Help Desk Svcs
% of work ⇒	10	15	25	10	10	5	25
Team Member⇩							
Prime Ktr	WPP	PP	PP	WPP			PP
Sub Ktr A	PP	W	WPP		PP	PP	
Sub Ktr B	PP			PP		W	W
Sub Ktr C	PP		PP	PP	W	PP	WPP
Legend							
PP = Ktr has relevant past performance							
W = Ktr proposed to perform on project = **W**arning: Understand the impact							
WPP = Ktr performing work and has relevant past performance = **W**rite **P**owerful **P**rose							

-**DISCUSSION POINTS--THINGS THAT SHOULD JUMP OFF THE CHART:**

-Sub Ktr A:

    -Only ktr performing Exchange Svcs, 15% of contract, and has no PP—this could be a problem

    -Since Sub is doing work with no relevant PP, does the prime have relevant PP?—in this case, yes

        -How does the prime propose to provide oversight/direction of the sub?—if oversight/direction is good, this may not be a problem; if oversight/direction is not good, this could be a problem

PAST PERFORMANCE EXPERIENCE/RELEVANCY MATRIX

Function ⇒	Project Mgt	Exchange Svcs	Network Svcs	Web Svcs	Comm Svcs	Info Assurance	Help Desk Svcs
% of work ⇒	10	15	25	10	10	5	25
Team Member:							
Prime Ktr	WPP	PP	PP	WPP			PP
Sub Ktr A	PP	W	WPP		PP	PP	
Sub Ktr B	PP			PP		W	W
Sub Ktr C	PP		PP	PP	W	PP	WPP
Legend							
PP = Ktr has relevant past performance							
W = Ktr proposed to perform on project = **W**arning: Understand the impact							
WPP = Ktr performing work and has relevant past performance = **W**rite **P**owerful **P**rose							

-**DISCUSSION POINTS--THINGS THAT SHOULD JUMP OFF THE CHART:**

-Sub Ktr B:

-Only ktr performing Info Assurance and has no PP, but only 5% of contract—probably won't be a problem unless this function is of critical importance

-(Remember intro slide?) If a function is a small percent of total effort (say less than 10%) evaluate whether it is really so unique or so critical that it can't be combined with another function or omitted entirely. Remember, we don't need identical experience, only performance that is a reasonable indicator of what we can expect in the future.

PAST PERFORMANCE EXPERIENCE/RELEVANCY MATRIX							
Function ⇒	Project Mgt	Exchange Svcs	Network Svcs	Web Svcs	Comm Svcs	Info Assurance	**Help Desk Svcs**
% of work ⇒	10	15	25	10	10	5	25
Team Member:							
Prime Ktr	WPP	PP	PP	WPP			PP
Sub Ktr A	PP	W	WPP		PP	PP	
Sub Ktr B	PP			PP		W	W
Sub Ktr C	PP		PP	PP	W	PP	WPP
Legend							
PP = Ktr has relevant past performance							
W = Ktr proposed to perform on project = **W**arning: Understand the impact							
WPP = Ktr performing work and has relevant past performance = **W**rite **P**owerful **P**rose							

-<u>**DISCUSSION POINTS--THINGS THAT SHOULD JUMP OFF THE CHART:**</u>

-Sub Ktr B:

-Performing Help Desk Svcs with no PP and it's 25% of contract—at first glance a big problem.

-Then notice Sub Ktr C:

-Also performing Help Desk Svcs and has PP—may not be a problem but needs further investigation. IF Sub Ktr C is doing most of the work, then focus on this in your evaluation.

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% of work ⇒	10	15	25	10	10	5	25
Team Member:							
Prime Ktr	WPP	PP	PP	WPP			PP
Sub Ktr A	PP	W	WPP		PP	PP	
Sub Ktr B	PP			PP		W	W
Sub Ktr C	PP		PP	PP	W	PP	WPP
Legend							
PP = Ktr has relevant past performance							
W = Ktr proposed to perform on project = **W**arning: Understand the impact							
WPP = Ktr performing work and has relevant past performance = **W**rite **P**owerful **P**rose							

-**DISCUSSION POINTS--THINGS THAT SHOULD JUMP OFF THE CHART:**

-Sub Ktr C:

-Only ktr performing Comm Svcs with no PP, but it's only 10% of contract—may not be a problem unless this function is of critical importance.

-(Remember lesson from SubK A slide?) Since Sub is doing work with no relevant PP, does the prime have relevant PP?—in this case, no—could be a problem

-(Remember lesson from SubK B slide?) If a function is a small percent of total effort (say less than 10%) evaluate whether it can be combined with another function or omitted entirely. Remember, we don't need identical experience, only performance that is a reasonable indicator of what we can expect in the future.

-If ktr is proposed to do work in a function with no PP, but has PP in other funcitons, can you use that as an indicator?—Sub Ktr C has no PP in Comm Svcs but has PP in Proj Mgt, Network Svcs, Web Svcs, Info Assurance, and Help Desk Svcs. It's a very reasonable expectation that the quality of performance in those funtions is a pretty good predictor of what we would get in

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Team Member⇓							
Prime Ktr	WPP	PP	PP	WPP			PP
Sub Ktr A	PP	W	WPP		PP	PP	
Sub Ktr B	PP			PP		W	W
Sub Ktr C	PP		PP	PP	W	PP	WPP
Legend							
PP = Ktr has relevant past performance							
W = Ktr proposed to perform on project = **W**arning: Understand the impact							
WPP = Ktr performing work and has relevant past performance = **W**rite **P**owerful **P**rose							

-**DISCUSSION POINTS--THINGS THAT SHOULD JUMP OFF THE CHART:**

-For the remaining functions, provided past performance checks out:

   -Network Svcs, 25%, is covered well by Sub Ktr A.

   -Project Mgt and Web Svcs, each 10%, are covered by the Prime

PAST PERFORMANCE EXPERIENCE/RELEVANCY MATRIX							
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% of work ⇒	10	15	25	10	10	5	25
Team Member							
Prime Ktr	WPP	PP	PP	WPP			PP
Sub Ktr A	PP	W	WPP		PP	PP	
Sub Ktr B	PP			PP		W	W
Sub Ktr C	PP		PP	PP	W	PP	WPP
Legend							
PP = Ktr has relevant past performance							
W = Ktr proposed to perform on project = **W**arning: Understand the impact							
WPP = Ktr performing work and has relevant past performance = **W**rite **P**owerful **P**rose							

-**DISCUSSION POINTS--THINGS THAT SHOULD JUMP OFF THE CHART:**

-Finally, for Prime & Sub Ktrs

    -Don't need to spend much time on blocks with just "PP"